

# H A N D   B O O K

*of the*

## BOARD OF FOREIGN MISSIONS

*of the*

## UNITED LUTHERAN CHURCH

## IN AMERICA

1946-48

EDITION

THE LUTHERAN CHURCH HOUSE

231 Madison Avenue, New York 16, N. Y.

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DEC 21 1950

# HAND BOOK

OF THE

## Board of Foreign Missions

OF THE

## UNITED LUTHERAN CHURCH IN AMERICA



THE LUTHERAN CHURCH HOUSE  
231 Madison Ave. New York 16, N. Y.  
1946-1948







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# Table of Contents



## PART I—THE BOARD

	Page
A. The Charter of the Board .....	5
B. The Constitution of the Board .....	7
Art. I. Name	
Art. II. Object	
Art. III. Membership	
Art. IV. Quorum	
Art. V. Meetings	
Art. VI. Officers	
Art. VII. Duties of Officers	
Art. VIII. Duties, Powers and Functions of the Board	
Art. IX. Committees	
Art. X. By-Laws	
Art. XI. Amendments	
C. The By-Laws of the Board .....	9
Art. I. Time and Place of Meeting	
Art. II. Duties of Officers	
Art. III. Election of Officers	
Art. IV. Divisions of Work	
Art. V. Cabinet, Staff and Council of Secretaries	
Art. VI. Duties of the Secretaries	
Art. VII. Executive Committee	
Art. VIII. Standing Committees	
Art. IX. Amendments	
Art. X. Order of Business	
D. The Roster of the Board—1946-48 .....	15
1. The Officers	
2. The Secretarial Staff	

3. The Members elected by the Church	
4. The Co-operating Members, representing:	
a. The Augustana Synod	
b. The United Ev. Lutheran Church	
5. The Advisory Members, representing the Women's Missionary Society	
6. The Legal and Medical Advisors to the Board	
7. The Official Representatives at Ports	
a. San Francisco, Cal.	
b. Seattle, Wash.	
c. Miami, Fla.	
<b>E. The Board's Agreement with the Women's Missionary Society</b>	<b>17</b>

## **PART II. THE FIELDS OF THE BOARD**

A. <b>Argentina</b>	18
B. <b>British Guiana</b>	18
C. <b>China</b>	19
D. <b>India</b>	19
E. <b>Japan</b>	20
F. <b>Liberia</b>	21
G. <b>Statistical Summary of the Fields</b>	21

## **PART III. THE PUBLIC RELATIONS OF THE BOARD**

### **(Promotion in the Church)**

A. <b>Audio-Visual Education</b>	22
1. Picture Service—Slides	
2. Picture Service—Motion Pictures	
B. <b>Literature</b>	22
1. General Literature	
2. "The Foreign Missionary" Magazine	
C. <b>Special Gifts</b>	23
1. The Support of Missionaries	
2. The Support of Parishes Abroad	
3. The Support of Proteges	
D. <b>The Preparation of Wills</b>	24



**PART IV. THE MISSIONARIES OF THE BOARD**

<b>A. Their Relations with the Board</b> . . . . .	<b>25</b>
1. Their Call and Appointment	
2. Their Commissioning	
<b>B. The Length of their Terms of Service</b> . . . . .	<b>25</b>
1. On the Fields	
2. On Furlough	
<b>C. Their Salaries</b> . . . . .	<b>26</b>
1. General	
2. Under Appointment	
3. Field Salaries	
4. Furlough Salaries	
5. Salaries for Widows or Widowers	
6. Review of Salaries by the Board	
<b>D. Their Allowances</b> . . . . .	<b>27</b>
1. Preparatory to Leaving for the Field	
a. Study Allowances for New Missionaries	
b. Outfit Allowances for New Missionaries	
c. Special Outfit Allowance for Medical personnel	
d. Medical Examination Expenses	
2. On the Fields	
a. General	
b. Children's Allowances	
3. On Furlough	
a. General	
b. Children's Allowances	
c. Rent Allowances	
d. Medical, Surgical and Dental Allowances	
e. Study Allowances	
f. Re-outfit Allowances	

	Page
4. Allowances for Children Studying in America	
a. General	
b. Medical Allowances	
<b>E. Their Travel</b> . . . . .	29
1. General	
2. Their Baggage	
3. Children's Travel to America for Study	
4. Rendering Travel Accounts to Board or Field Treasurer	
<b>F. Arrival and Departure Dates</b> . . . . .	30
1. Missionaries en route to the Fields	
2. Missionaries Returning to America	
<b>G. Their Relations with the Board through the Mission or Church on the Field</b> . . . . .	31
<b>H. Voting on Return of Missionaries to the Field</b> . . . . .	32
<b>I. Missionaries' Return Due to Ill-health, Resignation or Recall</b> . . . . .	32
<b>J. Furlough Rules for Missionaries</b> . . . . .	32
1. General	
2. Medical Examinations	
3. Conferences with Secretaries, or Board	
4. Direction of the Board, Regarding Financial Appeals and Correspondence	
<b>K. Contributory Pension Plan for Missionaries</b> . . . . .	34
<b>L. Disability and Retirement Allowances</b> . . . . .	35

## **PART 1—THE BOARD**

### **A. THE CHARTER OF THE BOARD**

THIS IS TO CERTIFY that the subscribers, Ezra K. Bell, John E. Byers, both residing in the City of Baltimore, and Mathias P. Moller, residing in the City of Hagerstown, in the State of Maryland; all of whom are citizens of the State of Maryland and of full legal age, do hereby associate themselves with the intention of forming a corporation under and by virtue of the general laws of the State of Maryland authorizing the formation of corporations.

1. The name of the said corporation shall be "The Board of Foreign Missions of the United Lutheran Church in America, Incorporated."

2. The purpose of the said corporation shall be:

- a. To carry on, superintend and promote the work of diffusing Christianity and charity, supporting and furthering Christian missions and charitable work in foreign lands or elsewhere in accordance with the constitution and purposes of "The United Lutheran Church in America."
- b. To perform all functions entrusted to it by "The United Lutheran Church in America" in accordance with its constitution.
- c. To acquire by gift, grant, devise, bequest, purchase or in any other manner whatsoever real and personal property and to hold the said property and to dispose of the same by sale, mortgage or otherwise for the purposes of said corporation.

3. The operations of the said corporation are to be carried on in the City of Baltimore, in the State of Maryland, and elsewhere as the purpose of the corporation may require and the principal office of the said corporation will be located at No. 21 West Saratoga Street, in the City of Baltimore, and Luther B. Wolf, whose address is No. 21 West Saratoga Street, in the City of Baltimore, will be the resident agent of said corporation, he being a citizen of the State of Maryland and actually residing therein.

4. The corporation will not have capital stock.

5. The property and affairs of the corporation will be managed by a Board of not less than three nor more than twenty-one trustees, and Ezra K. Bell, C. Theodore Benze, John A. Singmaster, Monroe J. Epting, Reinhold C. G. Bielski, John A. Weyl, Augustus Steimle, Louis C. Manges, Michael M. Kinard, John E. Byers, George Greiss, William E. Frey, James M. Snyder, Charles A. Kunkel, Henry P. Boyer, Mathias P. Moller, Hezekiah Love Bonham, William Frederick Monroe,

Charles Baum and Augustus J. Herrlich will act as such trustees until their successors are duly chosen and qualified under the provisions of the constitution of "The United Lutheran Church in America."

**In Testimony Whereof** the said Ezra K. Bell, John E. Byers and Mathias P. Moller have hereunto subscribed their hands and seals, this 19th day of March, 1919.

Test as to

Ezra K. Bell and

John E. Byers

Mathias P. Moller (Seal)

Wm. A. McLeran

John E. Byers (Seal)

Test as to

Mathias P. Moller:

Ezra K. Bell (Seal)

Robert L. Hartle

**State of Maryland, City of Baltimore, Sct:**

I hereby certify that on this twenty-first day of March in the year nineteen hundred and nineteen, before me the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified in and for the City of Baltimore, aforesaid, personally appeared Ezra K. Bell and John E. Byers, two of the aforesaid incorporators, and severally acknowledged the foregoing Certificate of Incorporation to be their respective act.

**Witness** my hand and Notarial Seal.

Wm. A. McLeran,  
Notary Public

William A. McLeran  
Notary Public  
Baltimore, Md.

**State of Maryland, Washington County, Sct:**

I hereby certify that on this 19th day of March in the year nineteen hundred and nineteen, before me the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified in and for Washington County aforesaid, personally appeared M. P. Moller, one of the aforesaid incorporators, and acknowledged the foregoing Certificate of Incorporation to be his act.

**Witness** my hand and Notarial Seal.

Robert L. Hartle,  
Notary Public

Robert L. Hartle  
Notary Public  
Washington County  
Maryland

Note. The Board is registered as an incorporated body also in the state of Pennsylvania.

## **B. THE CONSTITUTION OF THE BOARD**

### **ARTICLE I. NAME**

This Board, established under the Constitution of the United Lutheran Church in America, Article XIII, shall be known under the name and title of the Board of Foreign Missions of the United Lutheran Church in America.

### **ARTICLE II. OBJECT**

The object of this Board shall be to carry on, superintend and promote the work of foreign missions in the name of the United Lutheran Church in America and in accordance with the Doctrinal Basis, Constitution, Acts and Rulings of said United Lutheran Church in America.

### **ARTICLE III. MEMBERSHIP**

Section 1. This Board shall consist of twenty-one members, of whom thirteen shall be ministers.

Section 2 The members of this Board shall be communicant members in congregations in full synodical relations with the United Lutheran Church in America, except as provided in Section 3 hereof.

Section 3. Other Lutheran bodies may, with the approval of the United Lutheran Church in America, cooperate with the Board and severally appoint one representative and one alternate, under the following conditions:

a. These representatives and alternates shall be nominated by the Board of Foreign Missions, and elected by the United Lutheran Church in America in convention assembled, or by the Executive Board of the Church in the interim between conventions.

b. Their number shall not be included in the twenty-one members of the Board, as provided in Section I of this Article.

c. The number of such representatives, excluding alternates, shall not exceed five at any one time; and their right to vote shall be limited to questions that concern the use of contributions of their respective bodies to specific fields of the Board.

d. This representation shall in no wise, now or hereafter, entitle their respective bodies to any claim upon the property, real, personal or mixed, held by or in the name of the Board.

Section 4. The members of this Board shall be elected by the United Lutheran Church at a regular convention for a period

not to exceed six years. At the first convention one-third of the members shall be elected for two years, one-third for four years, and one-third for six years.

Section 5. Vacancies shall be filled in accordance with the Constitution of the United Lutheran Church, Article XIII, Section 2.

#### ARTICLE IV. QUORUM

A majority of the Board shall constitute a quorum.

#### ARTICLE V. MEETINGS

Section 1. The Board shall hold its first meeting as soon as convenient after its first election at the call of a convener appointed by the United Lutheran Church.

Section 2. The regular meetings of the Board shall be held three times a year at such times and places as the Board may determine.

Section 3. Special meetings may be called by the President or by the Executive Committee.

#### ARTICLE VI. OFFICERS

Section 1. The Officers of the Board shall be a President, a Vice-President, a Recording Secretary and a Treasurer, to be elected by the Board.

Section 2. The Recording Secretary and Treasurer may or may not be members of the Board; but the General or Executive Secretary or Secretaries shall not be members of the Board. (See Constitution of United Lutheran Church, Article XIII, Section 4.)

#### ARTICLE VII. DUTIES OF OFFICERS

The duties of the several officers shall be those usually belonging to their respective offices. Special duties may be prescribed by the Board as occasion arises.

#### ARTICLE VIII. DUTIES, POWERS AND FUNCTIONS OF THE BOARD

Subject to the Constitution of the United Lutheran Church in America or its resolutions, the Board shall have full power to prosecute the work entrusted to it.

It shall have authority to call, appoint, contract with and commission all missionaries, and in consultation with its missionary organizations on the fields, to formulate rules for the conduct of its foreign work.



It shall also render regular reports to the United Lutheran Church and present a budget of all apportionments to the United Lutheran Church.

## ARTICLE IX. COMMITTEES

Section 1. The Executive Committee shall consist of at least five members of the Board, including the President, the Vice-President, and also the Recording Secretary, if a member of the Board, and it shall perform such duties and exercise such powers as may be assigned to it by the Board.

Section 2. Other Standing and Special Committees may be appointed by the Board.

## ARTICLE X. BY-LAWS

The Board may adopt such By-Laws as shall be necessary, provided they are not in conflict with this Constitution or with the Constitution and By-Laws of the United Lutheran Church.

## ARTICLE XI. AMENDMENTS

This Constitution may be amended by a two-thirds vote. All amendments must be proposed to the Board at least two months before final consideration, and shall not be effective until ratified by the United Lutheran Church in America.

## C. THE BY-LAWS OF THE BOARD

### ARTICLE I. TIME AND PLACE OF MEETING

The regular meetings of the Board shall be held in the office of the Board on the third Tuesday of January, June, and October, except that the Board may in any instance direct otherwise.

### ARTICLE II. DUTIES OF OFFICERS

1. The President shall preside at all meetings, appoint all committees, unless otherwise instructed, and perform all other duties incident to his office.

2. The Vice-President shall act for the President in his absence or at his request.

3. The Recording Secretary shall keep the official record of the proceedings of the Board. He shall send a copy of the minutes of each meeting to each member of the Board, and also a copy to each member of the Executive Board of the United Lutheran Church in America. He shall have made for binding a

final official copy of the minutes of each meeting of the Board.

4. The Treasurer shall keep a full and correct account of all money received and disbursed. He shall hold one of the keys of the safe deposit box, and shall be accompanied by one of the Secretaries when the box is opened. In his absence, two of the Secretaries shall have access to the safe deposit box.

5. The duties of all other secretaries and employees of the Board shall be defined by the Board.

### ARTICLE III. ELECTION OF OFFICERS

The officers of the Board shall be elected by ballot at the first meeting of the Board after each regular convention of the United Lutheran Church in America.

### ARTICLE IV. DIVISIONS OF WORK

1. The Divisions of Work of the Board shall be the following:

**(1.) Administration Division**

- (a) General Administration
- (b) Office Administration
- (c) Inter-Church Relations

**(2.) Foreign Fields Division**

- (a) Argentina
- (b) British Guiana
- (c) China
- (d) India
- (e) Japan
- (f) Liberia

**(3.) Finance Division**

- (a) General Finance
- (b) Investments

**(4.) Missionaries Division**

- (a) Personnel
- (b) Travel and Purchasing
- (c) Candidates

**(5.) Public Relations Division**

- (a) Promotion including Visual Education
- (b) Literature
- (c) Special Gifts

2. The duties of the various Divisions and Departments of the work of the Board shall be the following:



### **(1.) Administration Division**

This Division shall direct the authorized relations of this Board with the other boards and agencies of the United Lutheran Church in America, including the Executive Board of the Women's Missionary Society, and with other Lutheran and non-Lutheran boards and agencies. It shall have the direction of the office and clerical staff of the Board; and shall be responsible for all administrative matters not otherwise provided for.

### **(2.) Foreign Fields Division**

This Division shall have charge of the foreign fields of the Board, namely, Argentina, British Guiana, China, India, Japan, and Liberia. It shall have charge of the correspondence with the churches, missions, and missionaries on the fields through the Secretaries to whom the respective fields are assigned.

### **(3.) Finance Division**

This Division shall have charge of the funds and securities of the Board and conduct its financial activities as authorized by the Board. It shall have a sub-committee on Investments consisting of two members of the Finance Committee appointed by it, and the Treasurer. This sub-committee, after consultation with the Investments Commission of the United Lutheran Church in America, may make purchases and sales of investments, which are to be reported to the Finance Committee and through it to the Board for approval.

### **(4.) Missionaries Division**

(a) **Personnel Department.** This Department shall be responsible for the physical examinations of missionaries, their studies, and counseling with them. It shall aid the Promotion Department in arranging for the presentation of the work of the Board throughout the Church.

(b) **Travel and Purchasing Department.** This Department shall have charge of making all arrangements for travel from America to the fields, including arrangements for shipments of goods to the fields. It shall assist missionaries through the Board's representatives, on arrival in America, and upon their departure for the fields. It shall serve as the purchasing agent for missions and missionaries.

(c) **Candidates Department.** This Department shall study the personnel needs of each field and report the same to the Board. It shall seek to interest worthy students in our colleges and seminaries, as well as others, with a view to their becoming missionaries. Before recommending candidates to the Board for call and appointment, it shall carefully investigate their fitness, keeping in mind the following points: (i) spiritual fitness; (ii) physical fitness; (iii) mental alertness; (iv) ability

to acquire the language; (v) ability to get along with others; (vi) general adaptability; (vii) business ability. It shall arrange for necessary conferences including a conference of both men and women candidates with the Candidate Committee. After favorable action by the Board, it shall see that an official call is sent to the candidate and make arrangements for his or her commissioning by the President of the Board, or someone appointed by him.

#### **(5.) Public Relations Division**

(a) **Promotion Department, including Visual Education.** This Department shall seek to inform and educate the Church at home on matters pertaining to the work of the Board. It shall arrange itineraries for the deputation work of the missionaries on furlough, and for missionary speakers during Foreign Missions Time (Epiphany) in correspondence with the Foreign Missions Committees of the Synods. It shall confer with the Literature Department concerning suitable literature for this purpose. It shall have charge also of the preparation, purchase, and production of slides, motion pictures, and other visual aids for use at home and on the fields. In consultation with the Personnel Department, it shall arrange for the presentation of the work of the Board in seminaries, colleges, summer schools, conferences, assemblies, and other institutions and agencies of the Church.

(b) **Literature Department.** This Department shall have charge of the preparation, publication, and distribution of the Board's literature, including books, pamphlets, and magazines authorized by the Board.

(c) **Special Gifts Department.** This Department shall seek to cultivate the Church in the interest of special gifts as well as the support of missionaries, parishes abroad, and proteges in the foreign fields.

### **ARTICLE V. THE CABINET, STAFF, AND COUNCIL OF SECRETARIES**

1. **The Cabinet of Secretaries** shall consist of the Secretaries of the Board and the Treasurer. The Executive Secretary shall be the chairman. When there is no Executive Secretary, the Board shall appoint the chairman. The Cabinet shall elect its secretary. It shall meet at least once a week and oftener as required. It shall be responsible for carrying on the routine work of the Board, and such other duties as may be assigned to it from time to time by the Board. It shall prepare the Agenda for the regular meetings of the Board. Each member of the Cabinet shall report to the Board through his respective divi-

sional or departmental committee. General or miscellaneous items shall be reported to the Board by the Cabinet as a whole through its chairman.

**2. The Staff of Secretaries** shall consist of the Cabinet of Secretaries, and the Executive Secretary of the Women's Missionary Society. It shall meet once every two weeks if necessary and oftener as required. It shall consider all matters that pertain to the work of the Board in its relations to the Women's Missionary Society.

**3. The Council of Secretaries** shall consist of the Staff of Secretaries and the Treasurer of the Women's Missionary Society. It shall meet once every four months and oftener if required, for conference regarding matters of mutual interest to the two Boards, including finance, literature, and public relations. Other Secretaries of the Women's Missionary Society shall be invited to attend when matters relating to their work arise.

## ARTICLE VI. DUTIES OF THE SECRETARIES

### **1. The Executive Secretary.**

He shall be the executive officer of the Board. In consultation with the Cabinet of Secretaries, he shall be responsible for carrying into effect the resolutions of the Board, and for the coordination of the various divisions and departments of work. He shall represent the Board in its authorized dealings with the other Boards and agencies of the United Lutheran Church in America, including the Executive Board of the Women's Missionary Society, and with other Lutheran and non-Lutheran boards and agencies, unless otherwise provided. He shall serve as chairman of the cabinet, Staff and Council of Secretaries. He shall conduct all the general correspondence of the Board not otherwise provided for, and have general charge of the offices of the Board. He shall hold one of the keys of the safe deposit box. He shall report to the Board either directly or through the Committees of the Board.

### **2. Other Secretaries.**

The duties of the Administrative, Associate, and other Secretaries shall be the supervision of such Divisions and Departments of the work as are assigned to them by the Board from time to time. Each Secretary shall be responsible for conducting the routine work of his respective Division or Department.

## ARTICLE VII. EXECUTIVE COMMITTEE

1. The Executive Committee shall consist of the President, the Vice President, and three elected members of the Board, with the provision that the chairmen of standing committees may be asked to be present when matters pertaining to the work of their committees are considered.

2. The Executive Committee shall act **ad interim** for the Board in all matters requiring immediate attention, subject to the approval of the Board. The Executive Committee shall meet at least once between each two successive regular meetings of the Board. Four members shall constitute a quorum.

## ARTICLE VIII. STANDING COMMITTEES

The Standing Committees of the Board shall be:

1. Committee on Administration
2. Committee on Argentina
3. Committee on British Guiana
4. Committee on China
5. Committee on India
6. Committee on Japan
7. Committee on Liberia
8. Committee on Finance
9. Committee on Personnel
10. Committee on Travel and Purchasing
11. Committee on Candidates
12. Committee on Promotion including Visual Education
13. Committee on Literature
14. Committee on Special Gifts

## ARTICLE IX. AMENDMENTS

1. Amendments to the By-Laws may be made at any regular meeting of the Board by a two-thirds vote of the members present.

2. All amendments to these By-Laws shall receive the approval of the Executive Board of the United Lutheran Church in America before being put into effect.

## ARTICLE X. ORDER OF BUSINESS

1. Call to Order. Reading of Scripture. Prayer.
2. Roll Call.
3. Approval of Minutes of previous meeting.
4. Report of the President.
5. Report of the Executive Committee.
6. Report of the Cabinet of Secretaries.

7. Report of Committees:
  - (1) Standing Committees
  - (2) Special Committees
8. Unfinished Business.
9. New Business.
10. Miscellaneous Matters.
11. Adjournment.

## **D. THE ROSTER OF THE BOARD**

**1946-1948**

### **1. The Officers**

President—Rev. A. R. Wentz, D.D., Ph.D., LL.D.

Vice President—Rev. W. P. Gerberding

Recording Secretary—Rev. Fred J. Fiedler, D.D.

Treasurer—Ernest F. Proffen

### **2. The Secretarial Staff**

Executive Secretary—Rev. Luther A. Gotwald, D.D.  
Secretaries—

Rev. Fred J. Fiedler, D.D.

Rev. Herman L. Gilbert

Rev. Edwin Moll, D.D.\*

Miss Helen M. Shirk

Rev.. M. Edwin Thomas, D.D.

### **3. The Members of the Board**

#### **Term Expiring 1948**

Beidelman, Rev. H. H., D.D., 55 Frederick St., Hanover, Pa.  
Beil, Rev. Alfred J., D.D., 115 E. South Park St., Lawrence,  
Kans.

Bucher, Isaac C., Gettysburg National Bank, Gettysburg, Pa.

Koons, Warren M., 6612 Wayne Ave., Philadelphia 19, Pa.

Stickles, Rev. C. F., D.D., 2228 Lakeview Ave., Detroit 15,  
Mich.

Swoyer, Rev. G. E., D.D., S.T.M., 3404 Delaware Ave., N.S.,  
Pittsburgh.

Voehringer, Rev. E. F., Ph.D., 156 Fifth Ave., New York 10,  
N. Y.

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\*Dr. Moll's services are loaned to the American Section, Lutheran World Federation, for a special assignment in Palestine.

### **Term Expiring 1950**

Haltiwanger, Deems, 1411 Westminster Drive, Columbia 54, S. C.  
Keck, Rev. A. H., D.D., 131 South 21st St., Richmond, Ind.  
Korn, John C., 137 Mortimer Ave., Rutherford, N. J.  
Moller, M. P., Jr., 473 Potomac Street, Hagerstown, Md.  
Rudisill, Rev. J. E., D.D., 2226 N. Fifth St., Harrisburg, Pa.  
Spangler, Rev. W. D., D.D., 125 Euclid Ave., Park Ridge, Ill.  
Yost, Rev. John L., D.D., Southern Seminary, Columbia 22, S. C.

### **Term Expiring 1952**

Almond, Mrs. J. L., 1220 Sherwood Ave., Roanoke, Va.  
Gerberding, Rev. W. P., 567 Bidwell St., St. Paul 7, Minn.  
Kinard, Rev. Karl W., D.D., 3443 Blossom St., Columbia, S. C.  
Sardeson, Mrs. O. A., 37 Washington Sq., New York 11, N. Y.  
Satre, Rev. W. Carl, D.D., 1319 Rollins Rd., Toledo 12, Ohio.  
Wentz, Rev. A. R., Ph.D., D.D., LL.D., Gettysburg, Pa.  
Zimmerman, William F., Ph.D., Thiel College, Greenville, Pa.

## **4. Co-operating Members of the Board**

### **Representing the Augustana Synod**

#### **Term Expiring 1948**

Rev. P. O. Bersell, D.D., 415 Harvard St., S.E., Minneapolis, Minn. (Primary).  
Rev. S. Hjalmar Swanson, D.D., 415 Harvard St., S.E., Minneapolis, Minn. (Alternate).

### **Representing the United Evangelical Lutheran Church (Danish)**

#### **Term Expiring 1952**

Rev. J. P. Nielsen, Th.D., Trinity Theological Seminary, Blair, Neb. (Primary).  
Rev. C. N. Videbeck, 42 72d Street, Brooklyn, N. Y. (Alternate).

## **5. Advisory Members of the Board**

### **Representing the Women's Missionary Society**

Mrs. C. W. Baker, President, 405 Kennedy Ave., Duquesne, Pa.  
Miss A. Dorothy Drewes, Treasurer, 715 Muhlenberg Bldg.,  
1228 Spruce St., Philadelphia 7, Pa.

## **6. The Advisors to the Board**

Legal Advisor: Mr. George S. Yost, Baltimore Life Building,  
Baltimore, Md.



Medical Advisor—Associated Missions Medical Office, 150 Fifth Ave., New York 10, N. Y.

## **7. The Board's Representatives at Ports**

San Francisco, Cal.: Rev. John G. Dorn, D.D., 1135 O'Farrell St., San Francisco, Calif.

Seattle, Wash.: Rev. Edwin E. Bracher, 4421 Francis Ave., Seattle 3, Wash.

Miami, Fla.: Rev. L. A. Thomas, D.D., 200 S.W. Eighth Ave., Miami 36, Fla.

## **E. THE BOARD'S AGREEMENT WITH THE WOMEN'S MISSIONARY SOCIETY**

### **1. General**

a. In all cases where the interests of women missionaries and their work are involved, the final action of the Board shall be taken after conference with the Executive Board of the Women's Missionary Society.

b. Action initiated by the Board of Foreign Missions in advance of that taken by the Women's Executive Board shall always have reference to the concurrence of the Women's Executive Board, which means that it is not final until such concurrence is given.

c. Action initiated by the Women's Executive Board shall always be taken subject to the approval of the Board of Foreign Missions.

### **2. Correspondence with the Fields**

a. A copy of the official correspondence between the Executive Secretary of the Women's Missionary Society and the field's correspondent for women's work and vice versa shall always be forwarded to the Board.

b. Final actions shall be communicated to the field by the Board's correspondent for the respective field.

### **3. Missionaries on Furlough**

a. The Board of Foreign Missions delegates to the Executive Board of the Women's Missionary Society the direction of the use of the furloughs of women missionaries in regard to study, deputation work and rest.

b. The Board of Foreign Missions shall have charge of the physical examination and medical care of all missionaries on furlough.

c. The Board of Foreign Missions shall have final decisions in regard to the length of furloughs and return to the field.

d. The Board of Foreign Missions shall make all travel arrangements to and from fields.

#### **4. Candidates**

a. Women Missionaries shall be called, commissioned and sent to the field by the Board of Foreign Missions.

b. Before extending a call, the Board of Foreign Missions shall await the recommendation of the Women's Executive Board in every case involving women missionaries.

c. A Joint Candidate Committee of the two Boards shall meet at the call of the Candidate Secretary of the Board of Foreign Missions to consider and make recommendations to each Board regarding matters which are of joint interest and concern relating to candidates, and to discuss the need of the fields in regard to missionaries. Every candidate, man or woman, shall be called into personal conference with the candidate committee of the Board.

## **PART II—THE FIELDS OF THE BOARD**

### **A. ARGENTINA, SOUTH AMERICA**

In Argentina our Mission is centered in Buenos Aires but reaches now into the suburbs and nearby towns and cities. A large school in Buenos Aires, for children from primary through junior high school grades, is self-supporting and enjoys a good reputation in the community. There are 15 congregations in the Mission with 24 national workers and 18 missionaries, including the wives of missionaries.

Some mission work among immigrants from Europe was undertaken far to the north, about 800 miles from Buenos Aires. A flourishing congregation in this region is ministered to by a pastor of German origin. A growing work is conducted among Slovak people in and around Buenos Aires and in Paraguay. Inner mission work has been undertaken by the establishment of a home for the aged. A Bible Institute Seminary for training national leadership has been opened. A beginning has been made in extending the work of the Mission into all the large cities of the country. Special attention is being directed to the early establishment of the organized Church, and a constitution is under preparation to this end.

### **B. BRITISH GUIANA, SOUTH AMERICA**

In British Guiana 3 missionaries from America and 3 national pastors, minister to a well organized Church which



has sprung into vigorous life since its organization was effected in 1943. From 1943 to 1946 the number of congregations increased from 12 to 29; the number of baptized members, from 1395 to 3048; the Sunday School membership from 938 to 3012.

Work is carried on chiefly among people of East Indian origin, but there are also congregations and schools among the aborigines. There is no color bar in British Guiana and in some congregations Negroes, East Indians, and South American Indians can be found mingled in natural Christian brotherhood.

Schools are conducted in connection with many of the congregations. There is a catechist school for the training of workers; a high school at Georgetown; and recently established, the Skeldon High School, a new building for which is a project of the Luther League of America. A new departure is the plan to send two women missionaries to establish Bible work among the women of the country. The national pastors are leading men in the colony. They were educated in the United States.

### **C. CHINA (SHANTUNG), ASIA**

In China the work of the United Lutheran Church is in the Shantung Province, very much troubled since the War by dissension and strife between Nationalists and Communists. The Mission Hospital in Tsingtao is functioning again since the war, together with schools and congregations, and a church center which maintained itself during the war. This establishment includes a congregation, a medical clinic, and a young peoples' social center. A large co-ed vocational school is overcrowded at Tsimo where plans call for a second mission hospital in the near future.

Well-directed and vigorous evangelism led to encouraging growth in the pre-war years. In 1940 the Mission in China became second only to India in the number of baptized members, having outstripped both Liberia and Japan in its forward progress. Post-war reorganization of the work in outlying villages is delayed on account of unsettled conditions. Out of a total of 27 missionaries, 9 are on the field again since the war.

### **D. INDIA (MADRAS PRESIDENCY), ASIA**

The largest and oldest field of work carried on by the United Lutheran Church is in India where the Mission has developed into the self-governing Andhra Evangelical Lutheran Church, numbering almost 219,000 baptized members and headed by an Indian president. A school system operated by the Church

consists of about 60,000 pupils from first grade through college and seminary. Almost 4,000 national workers, of whom 107 are ordained pastors, carry on the many activities of the Andhra Church. An organized Sunday School Department and Youth Work are well established under Indian leadership. Ninety-two missionaries work side by side with their Indian brethren. Besides hospital service and schools for girls, Women's Work, conducted by women missionaries and Indian helpers, provides for taking the Gospel into the homes of the people.

Medical work is well represented in 6 hospitals and a tuberculosis sanatorium. Industrial work includes a printery and a carpenter shop, and on a large tract of land an agricultural project is conducted where Indian youth learn new ways of farming and, for the dull months of the year, additional skills in handicrafts. There are two industrial centers for homeless and handicapped women who make lace, toweling, sheets, and other fabrics, raise poultry, and do gardening work.

Andhra Christian College at Guntur now enjoys the cooperation of three other Church groups, namely, the Church Missionary Society, the English Methodists, and the American Baptists. The student body numbers about 1100. The Lutheran Theological Seminary at Rajahmundry in a three-year course prepares men for ordination and also provides Bible training for catechists and teachers.

## **E. JAPAN (KYUSHU AND HONSHU), ASIA**

A Church of 4,000 baptized members had been developed in Japan before the war. Many churches were destroyed and some congregations were scattered. However, there are 6 missionaries back in Japan, and they have been gladly welcomed by the Japanese Christians. They found that most pastors had remained faithful, some of them suffering persecution during the war. Two large schools—Kyushu Gakuin, for boys, and Kyushu Jogakuin for girls—both at Kumamoto, are crowded with students. Congregations are rallying and non-Christian people are showing more interest in the Gospel than ever before.

Our Church in Japan voted to join the United Church of Japan (Kyodan) when Government pressure speeded the consummation of that organization shortly before the war. Our pastors in Japan, however, eager to preserve the identity of the Lutheran Church, have voted now to re-establish the Lutheran Church in Japan. They hope to be able to maintain both their relation with the Kyodan as a federation and also their confessional Lutheran position.

## F. LIBERIA, AFRICA

In Liberia the missionary force has been considerably strengthened in the past two years so that the total number is 44. The most important development is the establishment of a school in the hinterland for the training of national leadership. A significant step, also, is a program for fostering more village schools. Medical work is an important part of the Mission program and strengthens the influence of the missionaries engaged in evangelistic and educational work.

Difficulties of travel and transportation hamper the work but some improvement has been achieved by the building of new roads during the war. Central boarding schools for boys and girls draw children from the interior and help to spread the message of the Gospel through the pupils who return to their villages. One of the good signs for the future is the desire by nurses trained at the mission hospital to return to their jungle villages to carry on their nursing work there.

Two national pastors are the fruit of private training and experience, and three others are looking toward ordination. A positive movement toward the organizing of the Church in Liberia is being fostered and encouraged.

## G. STATISTICAL SUMMARY OF OUR FIELDS

January 1, 1947

Fields	Missionaries	Ordained Nationals	Other National Workers	Congregations	Baptized Membership
1. Argentina . . . .	18	4	28	15	1,878
2. British Guiana .	6	3	96	29	3,048
3. China* . . . . .	29	3*	74*	14*	1,464*
4. India . . . . .	92	107	3,824	2,115	218,793
5. Japan** . . . . .	23	32	40	26**	1,326**
6. Liberia . . . . .	44	2	52	72	2,099
TOTALS . . . . .	212	151	4,114	2,271	228,608

\*China—These reports are incomplete because two-thirds of the congregations are inaccessible due to Communist occupation.

\*\*Japan—Because of the war and the destruction of many Japanese cities, some Christians lost their lives and many were widely scattered, some of whom may later return to their congregations again.

## **PART III—THE PUBLIC RELATIONS OF THE BOARD**

### **(Promotion in the Home Church)**

#### **A. AUDIO-VISUAL EDUCATION**

##### **1. Picture Service—Slides**

The demand for standard glass slides (3¼ by 4¼) has fallen off somewhat, though there is still frequent call for them. The new 2 by 2 inch slides, especially in kodachrome, are growing in popularity. Our Visual Education Department is building up a library of these slides and has sent film to our mission fields, and also several cameras, with the expectation of producing these slides in quantities to meet the increasing demand.

These slides are loaned on payment of express charges both ways. A typed lecture accompanies each set of slides.

##### **2. Picture Service—Motion Pictures**

The request for motion pictures from all fields is constant throughout the year with specially heavy demands in the Thank-offering and Epiphany Seasons and in the Daily Vacation Bible School period. This department is co-operating with other Churches and with the United Lutheran Publication House, in the production of films, and we have purchased several releases from other Boards. For the first time we now have sound films to offer. Since the close restrictions on film have been relaxed we have sent some thousands of feet of film to our fields in the expectation that more pictures may be produced to supply the ever-increasing number of churches which are providing themselves with silent and sound projectors.

Motion pictures are offered to the churches at a nominal cost.

Detailed information may be received from the Visual Education Department of the Board.

#### **B. LITERATURE**

##### **1. General Literature**

Special literature is published each year for use in presenting the Epiphany Appeal. Other pamphlets promoting the work are offered from time to time, some of them in cooperation with the Women's Missionary Society. An annual review of the work of the fields is published under the title "Lutheran Global Missions". In recent years several books have been produced by the Board on missionary careers, on India, and on Liberia.

## **2. "The Foreign Missionary"**

Like a modern Book of Acts, the foreign missionary unfolds in its monthly message to the Church the marvelous grace of God working through ordinary mortals the building of the Kingdom among men. It contains, fresh from the mission fields of our Church, pictures and stories out of the rich experience of missionaries and national workers. These stories illustrate the work of the Gospel in the enlightenment and spiritual progress of those who learn to know Christ as Saviour.

THE FOREIGN MISSIONARY is published monthly except August at 50c a year. Club rates are: Up to 100 copies at 35 cents each a year; 100 and more copies, at 25c each a year. An arrangement is in effect with the Women's Missionary Society for a combination subscription to Lutheran Woman's Work and The Foreign Missionary at one dollar a year.

### **C. SPECIAL GIFTS**

#### **1. The Support of Missionaries**

Missionaries in foreign fields are assigned for support at \$1500 or more a year to congregations, societies, Sunday schools and individuals. More than 65 missionaries are now assigned for support.

Most intimate and satisfactory relationships are established between assigned foreign mission pastors and their supporters. While the missionaries are at work in their respective fields they carry on correspondence with their patrons and when they come home on furlough they make personal reports of their work abroad. The annual contribution for the assignment of a missionary is \$1500. It is hoped that the supporters will increase this amount until in each case the entire financial expenditure for the missionary is provided in this way. Several congregations are supporting two or three foreign mission pastors. A number have raised special funds for automobiles to be used in the work of their missionaries.

#### **2. The Support of Parishes Abroad**

To give everyone who cares, a share in the support of some special personal objective in a foreign mission field, the PARISH ABROAD plan has been prepared.

One or more of the stations, out-stations, schools, dormitories or other parts of mission work will be assigned to a congregation, Sunday School, society, Sunday School class, Luther League or Brotherhood, as a definite foreign mission responsibility for support by annual contributions. A list of such projects and of the annual amounts needed will be furnished on request. Amounts are \$50 a year and up.



The assigned PARISH ABROAD includes salaries of native workers, running expenses, upkeep of property and miscellaneous expenses. It does not include salaries and allowances of foreign missionaries, who are separately assigned.

Every effort will be made by the Mission and the Board to keep supporters in touch with their assigned Parish Abroad. Whenever possible pictures will be furnished but cannot be guaranteed.

### 3. The Support of Proteges

All assignments under this head are made by number. Workers are assigned also by name, but not scholarships.

**British Guiana:** Boy's scholarship \$50; catechist \$100; evangelist \$100; Bible students \$75 (single); \$125 (married).

**China:** Colporteur \$35; village school teacher \$45; elementary school teacher \$85; middle school teacher \$150; seminary-trained pastor \$200.

**India:** Boy's scholarships \$25 to \$35; special student \$75 to \$135; school teacher \$35 to \$45; catechist \$50 to \$55; evangelist \$55 to \$75; school supervisor \$85 to \$90; seminary student \$150 to \$250.

**Liberia:** Boy's scholarship \$45; special student \$60 to \$150; teacher \$100 to \$250; day pupil \$10.

All the Secretaries of the Board, and missionaries on furlough, regard it their duty to secure the support of missionaries, parishes abroad, and proteges.

Through the efforts of the Department of Special Gifts the board receives an annual income of approximately \$115,000.

## D. THE PREPARATION OF WILLS

Friends are asked to remember Foreign Missions in their wills. In making a will it is necessary to be very careful to use the legal title as follows: THE BOARD OF FOREIGN MISSIONS OF THE UNITED LUTHERAN CHURCH IN AMERICA.

All provisions specified in legacies will be conscientiously carried out. When no special provision is made, legacies will be used for endowment or for the development of foreign mission work by the purchase of sites and erection of churches and other mission buildings.

Correspondence concerning wills should be addressed to the Board of Foreign Missions, 231 Madison Ave., New York 16, N. Y.

## PART IV—THE MISSIONARIES OF THE BOARD

### A. THEIR RELATIONS WITH THE BOARD

#### 1. Their Call and Appointment

The Board calls, appoints and commissions all missionaries. A call in writing shall be extended to a candidate after favorable action by the Board; and a written agreement shall be executed with every missionary at the time of his appointment. Women missionaries are recommended by the Executive Board of the Women's Missionary Society.

#### 2. Their Commissioning

The President of the Board or someone appointed by him performs the act of commissioning. Generally out-going missionaries are given a farewell service in their home congregations or in churches which support them.

### B. THE LENGTH OF THEIR TERMS OF SERVICE

#### 1. On the Fields

##### a. Men Missionaries

Argentina .....	7	years
British Guiana .....	4	years
China .....	7	years
India .....	6½	years
Japan .....	7	years
Liberia .....	2¼	years

Husbands separated from their families (in Argentina, China, India and Japan) are entitled to furlough after five years of separation, the length of furlough to be determined by the Board.

For married missionaries (in Argentina, China, India and Japan) who leave children in America to be educated during their term of service on the field, the term is reduced to five years. This rule shall apply only when children are left in America, when their parents return to the field from furlough; but shall not apply when children are sent to America while parents are in the field.

##### b. Single Women Missionaries

Argentina .....	5	years
British Guiana .....	4	years
China .....	5	years
India .....	5	years
Japan .....	5	years
Liberia .....	2¼	years

## **2. On Furlough**

Furloughs for married missionaries and for single women missionaries shall be the same. Such furloughs shall not exceed:

12 months	.....	Argentina
12 months	.....	British Guiana
18 months	.....	China
18 months	.....	India
18 months	.....	Japan
9 months	.....	Liberia

## **C. THEIR SALARIES**

### **1. General**

The basic principle of missionaries' salaries is to afford them sufficient support and not compensation for service. Salaries and allowances are paid monthly. In addition to the basic salaries and some of the allowances noted herein, emergency allowances are also granted as needed to meet varying conditions in the cost of living on the several fields and at home.

### **2. Under Appointment**

Missionaries under appointment and not having any income may receive a monthly allowance from the Board equal to the amount of the furlough salary, and the period for which this is to be received shall ordinarily not exceed four months previous to the date of sailing.

### **3. Field Salaries**

The Basic Salaries for all fields shall be:

Married missionaries	..	\$1800 per year
Single missionaries	...	\$1000 per year

### **4. Furlough Salaries**

The Basic Salaries for missionaries on furlough shall be:

Married missionaries	..	\$1800 per year
Single missionaries	....	\$1200 per year

Furlough salary begins on the date of leaving the field, and ends on the date of reaching the field after furlough.

### **5. Salaries for Widows or Widowers**

a. In the case of the death of a husband or wife (if the survivor continues in the service of the Board, and if there is at least one child in the family eligible for Child's Allowance):

(1) the survivor's field salary shall be decreased by an amount equal to one-third the difference between the basic salary of a married missionary and the basic salary of a single missionary.



(2) the furlough salary of the survivor shall be reduced by an amount equal to one-third of the difference between the furlough salary of a married missionary and the furlough salary of a single missionary.

b. In case of the death of a husband or wife (if the survivor continues in the service of the Board and if there is no child eligible for Child's Allowance) the salary of the survivor shall be that of a single missionary, both on the field and on furlough.

**6. Review of Salaries by the Board**

The Board will review the Scale of Salaries and Allowances, at least annually, taking into consideration available indices as to fluctuations in the costs of living and rates of exchange; and make adjustments as they deem necessary, through emergency allowances or otherwise.

**D. THEIR ALLOWANCES**

**1. Preparatory to Leaving for the Field**

**a. Study Allowance for New Missionaries**

New missionaries who are taking special courses under the direction of the Board in preparation for their work on the field, shall have their tuition paid in full by the Board.

**b. Outfit Allowance for New Missionaries**

Outfit allowances for new missionaries to cover the purchase of personal equipment, furniture, trunks and boxes, shall be:

Married couple .....	\$500
Single missionary .....	\$300
Each child .....	\$ 50

**c. Special Outfit Allowance for New Medical Personnel**

In addition to the regular Outfit Allowance, a special allowance for equipment is granted to new medical personnel as follows:

Doctor .....	\$100
Nurse .....	\$ 50

**d. Medical Examination Expenses**

The Board will bear the expenses incurred in a complete diagnostic clinical examination, under the direction of the Board, for each new missionary.

## **2. On the Fields**

### **a. General**

On the mission field, the Board provides a dwelling. It also provides furniture allowance, medical care, tax allowance, and vacation allowance.

### **b. Children's Allowances**

Children of missionaries are entitled to allowances, whether their parents are living or deceased, up to 18 years inclusive, or if they attend college, up to 22 years inclusive, or until they have finished their college studies, whichever date is earlier.

These allowances are:

For the first six years, \$150 per year.

For the next six years, \$250 per year.

From 12 to 18 inclusive, \$300 per year.

Up to 22 inclusive, \$400 per year only if in an educational institution above high school grade.

## **3. On Furlough**

### **a. General**

Furlough allowances are intended to meet the needs of the missionaries while living in America, and include children's, house-rent, traveling, medical, and students' allowances.

### **b. Children's Allowances**

Children's allowances on furlough are the same as outlined above under allowances on the field.

### **c. Rent Allowances**

On furlough rent allowances shall be the actual rent of a heated house or apartment, not to exceed:

\$40 per month for single missionaries;

\$55 per month for married missionaries without children;

\$70 per month for married missionaries with children.

### **d. Medical, Surgical and Dental Allowances**

During any one furlough year:

(a) A married missionary shall pay the first \$25.00 of the bill for the family, and 25% of the balance.

(b) A single missionary shall pay the first \$15.00 of the bill, and 25% of the balance.

The following shall be included under this rule:

- (a) Medical attendance and medicines prescribed.
- (b) Operations authorized by the Board.
- (c) Maternity confinement expenses.
- (d) Filling or extracting teeth, but not dentures.
- (e) Examination of eyes, but not glasses or spectacles.

#### **e. Study Allowances**

Study allowance shall be 50% of the actual cost of the course, with \$400 as the maximum amount to be paid to anyone within one year of furlough.

Study allowance is ordinarily granted during the first furlough and at the discretion of the Board to those missionaries who come home with signed instructions from the mission to prepare to meet special conditions. The institution and the course are to be approved by the Board.

When in its corporate judgment the mission deems it absolutely necessary for a missionary to undertake some special course of study during a period of furlough subsequent to the first furlough, the Board will give the recommendation of the mission sympathetic consideration.

#### **f. Re-outfit Allowances**

When missionaries on furlough prepare to return to the field, they shall be granted the following re-outfit allowances:

Married couple . . . . .	\$100
Single missionary . . . . .	\$ 50
Each child . . . . .	\$ 25

### **4. Allowances for Children Studying in America**

#### **a. General**

Missionaries shall report to the Board from time to time about their children who are studying in America, both as to their health and regarding their studies.

#### **b. Medical Expenses**

The medical expenses for missionaries' children who are studying in America shall be paid on the same basis as for missionaries on furlough, as long as they are entitled to children's allowances.

## **E. THEIR TRAVEL**

### **1. General**

The necessary expenses for direct journeys to and from the field are borne by the Board. Traveling arrangements for all

outgoing missionaries are made under the direction of the Board. The number of times fare is granted for children shall be determined by the Board.

## **2. Their Baggage**

a. The Board will pay charges, including insurance, on baggage and freight from one's home to the port of departure in America, provided that heavy boxes are sent by freight. Trunks may be sent on one's railway ticket, or by railway or motor express.

b. Payment of baggage and freight charges, including insurance, from port of departure to station on the field, shall be paid by the Board as follows, for each full ticket (or half ticket proportionately) :

**Baggage.** The Board will pay up to \$50 excess baggage charges (above the free amount allowed on each ticket).

**Freight.** Personal possessions (such as books, furniture, household furnishings, etc.). Charges on such freight, including ocean freight, handling charges at ports, and transportation to the station on the field, shall be paid by the Board, up to a limit of one long ton (2240 lbs.) or 40 cu. ft. Charges in excess thereof shall be borne by the party concerned.

c. **Baggage or freight taken for others.** Charge on such baggage or freight, whether for individuals, institutions, or field use, shall be borne by the consignees, whether individuals or institutions.

d. Missionaries are instructed to have their baggage and freight insured against loss and damage, and to include the cost in their travel accounts. (See above under a and b.)

## **3. Children's Travel to America for Study**

All children coming to America for study shall receive their tickets, their passports and necessary visas, the actual cost of excess baggage not to exceed \$25 and a per diem of \$1.00 while traveling by the most direct route to their destination.

## **4. Rendering Travel Accounts**

Missionaries shall promptly render an account of their travel expenses to the Treasurer on the field, or to the Treasurer of the Board in America; and upon approval, settlement shall be made of any funds advanced.

# **F. ARRIVAL AND DEPARTURE DATES**

## **1. Missionaries en route to the fields**

a. The Board shall inform the fields of the departure dates

of missionaries leaving America, and, if possible, of the probable date of arrival on the field and port of debarkation.

b. Missionaries shall by radio inform the Secretary of the Mission of probable date of arrival and port of debarkation.

c. The Mission authorities shall arrange, if possible, for someone to meet the arriving missionaries, at their port of debarkation, and assist them in traveling to the field.

d. The Secretary of the Mission shall inform the Board by cable of the safe arrival of the missionaries, and the Board in turn, shall inform the relatives in America.

## **2. Missionaries Returning to America**

a. The Secretary of the Mission shall inform the Board of the departure dates of missionaries returning to America, and, if possible, the probable date of arrival and port of debarkation.

b. The Missionaries en route shall report to the Board by radio the exact date and port of debarkation.

c. The Board shall arrange through its official representatives at the port, or otherwise, for someone to meet the arrivals, and assist them in traveling to their homes.

d. The Board shall also inform the mission by cable of the safe arrival of missionaries in America.

## **G. THEIR RELATIONS WITH THE BOARD THROUGH THE MISSION OR CHURCH ON THE FIELD**

1. Every missionary on his arrival in the mission field becomes a member of the Mission. He shall sign the Constitution and By-Laws of the Mission Council or Conference and be subject to the rules of the Mission.

2. The Mission Council or Conference shall define the relationship of every missionary to the Mission and Church.

3. The Mission Council or Conference shall report to the Board the results of all language examinations. Failure to pass the final examination shall not debar the missionary from assignment to work.

4. In the assignment of a definite field of work or in regard to any personal matter, every missionary shall have the right to present his own case to the Mission Council or Conference and through it to the Board.

## **H. VOTING ON RETURN OF MISSIONARIES**

At the meeting of the Council or Conference of missionaries previous to the departure of any missionary from the field, it shall vote on the question of his or her return.

If an individual votes in favor of the missionary's return he need not sign the ballot; if an individual votes in the negative he shall state his reason and sign his ballot.

The President and Recording Secretary shall gather the ballots, seal them and send them to the Board, together with a record of the number of persons present and eligible to vote and the number of persons absent and eligible to vote.

The following points are to be taken into consideration when voting on a missionary's return to the field after furlough: (1) spiritual fitness; (2) physical fitness; (3) ability to acquire the language; (4) ability to get along with the natives; (5) ability to get along with fellow missionaries; (6) general adaptability; and (7) business ability.

Any decision unfavorable to the return of the missionary shall be made by the Board on the basis of the vote, only after consultation with the missionary upon his return to America.

## **I. MISSIONARIES' RETURN TO AMERICA DUE TO ILL HEALTH, RESIGNATION OR RECALL**

1. Every missionary who returns to America before the expiration of his term of service on account of impaired health shall be entitled to six months' furlough salary under the rules from the date of departure from the field, when the question of his return to the field or of taking up work at home shall be decided by the Board.

2. The resignation of a missionary before the expiration of his term shall be sent through the Mission Council or Conference to the Board at least three months in advance of the date on which the resignation is to take effect.

Resigned missionaries may be paid furlough salary for three months after the date of their departure from the field.

3. Any missionary recalled by the Board for any reason shall be entitled to his passage to America and three months' salary from the date such recall is transmitted to him through the Mission Council or Conference, provided he obeys the recall.

## **J. FURLOUGH RULES FOR MISSIONARIES**

### **1. General**

a. Furlough is defined as a period of rest after a full term of service in the field under the rules of the Mission.



4. For those missionaries who do not join the contributory plan, the non-contributory plan of the Board of Ministerial Pensions and Relief remains in force, single women missionaries being entitled to the same service pension as ordained missionaries.

## **L. DISABILITY AND RETIREMENT ALLOWANCES**

1. Missionaries disabled in the service shall receive such support as the Board may deem just.

2. Missionaries serving in Liberia and British Guiana, both men and women, attaining the age of 55 years, may retire.

3. All other single women missionaries attaining the age of 60 years may retire.

4. Men missionaries, except those serving in Liberia and British Guiana, attaining the age of 65 years, may retire.

5. All missionaries at 70 shall be retired as emeritus missionaries.

6. All retired missionaries shall receive such support as their needs may require as long as they remain in connection with the Board.

7. A missionary who retires on account of age shall, provided he or she has, immediately prior to retirement, served on the field for a full term, receive monthly as retirement allowances an amount equal to furlough salary for the furlough period of the field concerned.

8. If a missionary resigns during his furlough in U.S.A., his furlough salary and allowances shall be paid by the Board for three-quarters of the furlough period to which he is entitled according to the rules of the Board or until he enters upon other work, whichever date is earlier.

9. Retired missionaries shall be under the direction of the Board as to residence and work.

10. Widows, whose husbands have died in the service of the Mission, shall receive consideration as each case may merit.







b. All arrangements for furlough shall be made by the Mission Council or Conference, subject to ratification by the Board.

c. Unless otherwise determined, missionaries shall spend their furlough in America.

d. Furlough granted on account of sickness or other causes not provided under the rules of the Mission, shall be regulated as to length and allowances by the Board as the merits in each case demand.

e. Missionaries on furlough are under the direction of the Board as to their residence, studies, and work, due consideration being given to the desire of the missionary and the recommendation of the Mission Council or Conference.

f. Before engaging in definite work, advocating new projects or soliciting funds for any object, missionaries shall obtain the sanction of the Board.

g. Missionaries shall inform the Board of their future plans within six months after their return from the field.

## **2. Medical Examinations**

The Cabinet of Secretaries shall arrange for a complete clinical examination of all missionaries arriving on furlough. Also all missionaries about to be returned to the fields after furlough, shall have a similar complete clinical examination under the direction of the Board.

The expenses incurred for the clinical examinations of all missionaries and their children shall be borne by the Board. However, additional expenses incurred, upon recommendation of the clinic, shall be met according to the rules for medical allowances for missionaries on furlough.

## **3. Conferences with the Secretaries or the Board**

a. As soon as possible after arrival the missionary shall report in person at the office of the Board for conference with the Cabinet of Secretaries.

b. The Cabinet of Secretaries shall arrange, if it is considered advisable, for the missionary to confer with the Foreign Fields Committee or through it with the Board.

c. The missionary may be invited at any time by the Cabinet of Secretaries to informal conference on his field and work, as necessity may arise.

#### **4. The Direction of the Board Regarding Financial Appeals and Correspondence**

##### **a. Financial**

Before making any appeal for funds to the Home Church, the sanction of the Mission Council or Conference, approved by the Board, shall be secured.

Private gifts to missionaries for use in mission work shall be paid into the mission treasury and be subject to the order of the Mission Council or Conference.

Unsolicited gifts to missionaries given for their own personal use need not be reported to the Board or Mission.

Compensation received by a missionary for services rendered in the mission field shall be reported to the Mission Council or Conference.

##### **b. Correspondence**

The official correspondence of the Mission Council or Conference shall be signed by the Corresponding Secretary and countersigned by the President.

Private correspondence concerning mission policy and work addressed to others than officers of the Board shall not be received by the Board for consideration.

Every missionary in charge of work shall annually present a written report to the Mission Council or Conference and through it to the Board, closing the statistical year on December 31.

Every missionary shall write a letter or article according to a schedule adopted by the Mission Council or Conference to be sent to the Board for use in its publicity work.

#### **K. CONTRIBUTORY PENSION PLAN FOR MISSIONARIES**

1. The Board of Foreign Missions is willing to pay its proportionate share of the contributory pension plan of the United Lutheran Church for any missionaries who desire it. For any missionaries who take advantage of the plan, the Board is willing to make the necessary deduction from the salaries of the missionaries on their written orders.

2. For all missionaries of all fields, whether at home or abroad, and irrespective of length of service, the contributions under the new Pension Plan shall be on the basic salary, without any allowances.

3. The Board will make contributions to the Pension Board for individual benefits of missionaries in amounts equal to their personal contributions up to a total of \$150.00 annually.



